

EEO-82-598
21 January 1982

MEMORANDUM FOR: Deputy Director for Operations
FROM: Director, Equal Employment Opportunity
SUBJECT: Authority to Issue Proposed Dispositions

1. The purpose of this memorandum is to inform you that the Deputy Director of Central Intelligence (DDCI) has granted the Director, Equal Employment Opportunity (D/EEO) the authority to prepare, issue, and implement if accepted by Complainants, all Agency Proposed Dispositions.

2. When a complaint file is forwarded to the Directorate head for review, it will be accompanied by a memorandum calling attention to the pertinent elements of the case. After a two-week period for their review of the investigative file, this Office will provide an opportunity for the Complainant and the appropriate officials of the Directorate to meet and attempt to informally adjust the complaint. The informal adjustment of the complaint at this Directorate-level meeting is highly desirable as it is cost effective, and is in keeping with the intent of the regulations governing the administrative processing of complaints of discrimination. This Office stands ready to assist case resolution efforts in any way possible.

3. If a complaint is settled at the above stated informal adjustment stage, the implementation of the settlement will be handled by the Directorate. If no informal adjustment can be agreed upon, the Directorate will submit to the D/EEO no later than two weeks from the date of the informal adjustment meeting, a written statement of its position on the complaint. The D/EEO will consider that statement when preparing the Proposed Disposition of the case.

4. If the Proposed Disposition is accepted by the Complainant, it becomes binding on the Agency and, as the DDCI's designee in such matters, the D/EEO must implement it in a timely fashion. The manner of implementation will necessarily vary with the relief requested in the complaint and will, therefore, be decided by the D/EEO on a case by case basis.

5. Proposed Dispositions will, if necessary, be issued by this office in the [redacted] case now in your Directorate, as well as in all future cases.

STAT

6. Should you have questions or comments, please contact me on extension [redacted]

STAT

STAT

cc: DO EEO Officer